

**ESCROW  
DISBURSEMENT  
NUMBER**

**ESCROW DISBURSEMENT  
CHECKING ACCOUNT TITLE**

**Escrow Transaction Setup Forms received by the Bank after 3:00pm will be processed on the next business day following the day on which the form was received.**

**CLIENT'S NAME**

**CLIENT'S ADDRESS**

**SUB-ACCOUNT NUMBER**

**DEPOSIT \$ AMOUNT**

**WITHDRAWAL \$ AMOUNT**

**CLOSING Y/N**

### **SUBSTITUTE W-9 FORM FOR NEW ACCOUNTS ONLY**

A certification of tax payer identification number is required for escrow accounts. Please complete the following section or submit a completed W-9 form with this document. The account will not be opened until all documentation is received.

**TAX PAYER IDENTIFICATION NUMBER** \_\_\_\_\_

### **CERTIFICATION**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person

Signature of Taxpayer  
or Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_